

**In the Claims:**

The claims are as follows:

1-28. (Canceled)

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29. (Previously presented) A program storage device readable by a machine, tangibly embodying a program of instructions executable by a machine to perform method steps for coordinating a project for designing, implementing, and using a general procurement and accounts payable (GP/AP) system for a customer, said method steps comprising:

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maintaining a playbook database, said playbook database comprising a plurality of templates of information relating to said designing, implementing, and using said GP/AP system, said plurality of templates being particularized for the customer;

displaying a playbook summary view, said playbook summary view comprising a folders and views section, a task title display and selection area, a summary task creation button, and a detailed task creation button,

said folders and views section including category buttons relating to categories of tasks associated with said designing, implementing, and using said GP/AP system,

said task title display and selection area adapted to include buttons for selecting tasks pertinent to said categories of tasks,

said buttons for selecting tasks identifying said tasks which may be so selected,

said buttons for selecting tasks adapted to be displayed in said task title display and selection area in response to a selection of a button of the category buttons;

displaying a summary task template of the plurality of templates for a selected first task of the tasks identified in the task title display and selection area, said summary task template being displayed in response to a selection of the summary task creation button, said summary task template including summary parameters of the selected first task; and

displaying a detailed task template of the plurality of templates for a selected second task of the tasks identified in the task title display and selection area, said detailed task template being displayed in response to a selection of the detailed task creation button, said detailed task template including detailed parameters of the selected second task.

30. (Previously presented) The program storage device of claim 29, wherein the method further comprises enabling communication between team members of a team and the playbook database via a server coupled to the playbook database and an intranet coupled to both the server and the team members, said team members having responsibility for said designing and implementing of said GP/AP system.

31. (Previously presented) The program storage device of claim 30, wherein a template of the plurality of templates includes or is linked to an item selected from the group consisting of a document, an instruction, a flow chart, a sample questionnaire, a report model, and a checklist, said item being pertinent to guiding, coordinating and documenting work of a team member of the team.